

**AGENDA**  
**OCFO SENIOR STAFF MEETING**  
**TUESDAY, SEPTEMBER 3, 2019**  
**3:00 – 4:00 PM**

**Location: WJC-N Building, Room 4346**

**(b) (6)**

- |   |                |
|---|----------------|
| I. Agency Senior Staff Report Out – Holly | 3:00 – 3:10 PM |
| II. OCFO IT Portfolio Review – Carol      | 3:10 – 3:15 PM |
| III. Go Around – All                      | 3:15 – 4:00 PM |

Upcoming Meeting Topics

OCFO OIG and GAO Audits (Recurring) – TBD

OCFO SES ELMS Project Status Updates – Each responsible SES provide project update at least once by 9/30/19. Schedule per sign-up as follows:

September 9 – Andy, September 16 – Kathy/Meshell, September 30 – David/Jeanne

Significant IO Out of Office Plans

September 17-18 – David, Carol (CFC Visit)

September 24-25 – David, Carol (Boston)

Reminder: Per 2/4/19 and 2/11/19 OCFO Senior Manager discussions, OCFO Senior Staff meeting topic guidelines are:

- Decisions/action(s)/further discussions needed;
- Cross agency- or -OCFO office coordination/action required (current and forward looking);
- Emergencies (disasters, shutdown);
- Dust storms brewing or log jams (barriers, critical paths missed or in danger of being missed re: significant projects/processes);
- Major OCFO office events or OD/DOD travel, training, leave;
- Acknowledgements;
- New employee introductions.